

**DPW Commission Meeting Agenda**  
**Wednesday, March 27, 2013**  
**7:00 p.m. – Police Station Community Room**

A meeting of the DPW Commissioners was held on Wed., March 27, 2013 in the Community Room at the Police Station with three Commissioners (Commissioner Sena arrived at 7:12 pm). Bill Wagner/Finance Committee and Selectperson Wilkinson also in attendance.

**7:00pm: meeting called to order:**

**Approval of Minutes:** Commissioner Reed moved to approve the minutes of the 3/6/13 meeting, Chairman Gardner seconded, Vote: 2-0.

**7:05 PM Open Session:**

Open for Public Discussion with the Commissioners

Commissioner Reed inquired about the status of the budget for plowing and snow removal for this year. Chairman Gardner said those expense line items are generally in a deficit status; he said the state allows you to make it up the following year. J. Parisi stated that funds (\$16,556) are being transferred to cover overtime for this so that will help.

**7:15 PM New Business:**

**Blizzard of 2013 Storm Damage Review:** J. Parisi stated that stairs at Old Garden Beach are closed due to no footings; at the end of Dean Street, there is a path between two homes where there's a right of way that leads to the shoreline.

J. Parisi stated that many of the items can be repaired by DPW staff, but others cannot. He distributed a list of the February, 2013 damaged areas. He stated that 75% of the costs will be funded by FEMA if they are approved. The first storm had \$2.5M in damage; nothing has been declared for the March storm since there were the same items.

S. Wilkinson questioned what makes an item eligible for FEMA. J. Parisi stated that a large number are incorporated into other items for FEMA, he said FEMA will give a certain amount of funds for efforts that have already been taken care of. FEMA will get back to the town with a worksheet of approved items.

**Penzance Road:** Bring in gravel to bring the road up, importing materials has been recommended. J. Parisi stated that the road could be brought up, funds would be expended with each major storm. Each time we have a storm all the potholes are blown across the road, then there's asphalt damage there. If it is paved, we could probably do it, we could get it paved again for low cost. We could get into that routine if that is the best use of funds and resources; the road needs to be protected. If the road isn't usable, access to the beach would be limited. Emergency vehicles need that road too.

Chairman Gardner questioned if the town should raise the road. If it is raised that might make maintaining it easier. Director Parisi said the whole road needs work. J. Parisi recommended getting pricing (with unit pricing) on Chapter 90 and see what we're talking about for costs. Commissioner Sena said let's look at raising the road without armoring.

**Town Meeting DPW Related Articles & Motions Review:** It was questioned if the Moderator would read all the articles and individuals from the boards and committees can comment if they'd like.

Chairman Gardner stated that the Spring Town Meeting (STM) articles don't look they need any speaking.

Article A: Chapter 90 funding, Commissioner Sena – presenting

Article J: T-wharf bathroom repairs, Commissioner Reed - presenting

Article K: Chairman Gardner - presenting

Article T: funding from preservation act, there was concern that the \$60,000 could be taken back. If a price can't be negotiated, the town can just take the land. First account, \$65,000 specifically appropriated for a few parcels, back in 2010 a family trust is involved. J. Parisi stated that \$205,000 is remaining - \$270,000 was originally appropriated to purchase land for open space in 2008; the Article was passed. This would need Watershed Protection Committee and DPW Commissioner approval. Chairman Gardner said CPC funds were completely allocated for the purchase of land. If we can't verify a need for the funds they will be taken. J. Parisi said he took \$110,000 of the \$205,000, \$25,200 is the balance of the \$30,000 under the Conservation Commission. Conservation Commission Trust has \$285,000 available, they purchased some land on Pigeon Hill Street. Are they purchasing unbuildable and landlocked lots was questioned. Chairman Gardner stated that an easement is what is needed, the town doesn't need to own the land. The balance of \$35,000 could be used for easement costs if they don't want to sell.

#### **7:45 PM      Ongoing Business:**

Sewer capacity Priority Connections: Director Parisi stated that the permitted capacity is 800,000 gallons per day, on an average throughout the year. When the town goes over that, we're in violation. As more applications come in and they're approved, the capacity is being removed. This document lays out the priority of 1 through 4. We can't say no with properties that abut the sewer, that is now included in Level 1. Priority 2 is for reserving a certain amount for each priority. The 100,000 reserve amount is to be split up between these 4 levels. We can split it up now and revisit it overtime. Currently there are just under 500,000 gallons at the plant; during the summer it might get up to 600,000. Chairman Gardner said let's review this language, then reserve the priorities levels and the capacity. Chairman Gardner stated what isn't in here are those that are connected to the sewer and if they add another bathroom, etc. Director Parisi said that is included in Priority 4. Chairman Gardner questioned if it isn't going to be automatic if they request an expansion. He stated it should be budgeted in Priority 1 not 4. Chairman Gardner said how about reviewing an average year for the additions of bedrooms and bathrooms and business expansions as well. After all of these changes and recommendations are incorporated into this document, we should get it to Kopelman & Paige for legal review. Director Parisi stated that administratively tracking the different Levels over time will be critical.

Water Needs Assessment Draft RFP: It was stated that SEA estimated 108M gallons (175M was surveyed), which should we go with? Stay with the usable 108M and the 99M and 26M. John Bassett was in attendance. This will be on the agenda for the next meeting with any additions decided tonight. John Bassett recommended that on page 2, maybe include "other sources available as necessary" should it include potentially other deep wells and Steel Derrick. Director Parisi said that's an unpermitted source, it can't be included in the master plan for drought management. He continued that in an emergency, it would be tapped. John Bassett stated that - firm yield is a 100 year drought, a safe yield is 25 years.

Chairman Gardner presented a list of thoughts/considerations:

1. Consultants and contractors used for water type projects, is all of the info in one place to resolve any discrepancies or remove any information – this could potentially be useful to do. Clean up and aggregate the data that we have.
2. Develop water demand projections (fresh) justify projections – show logic and explain how projections were made.
3. Rainfall projections, climate change type stuff, seasonality of available water vs. water demand.
4. Determine likelihood of drought situation, what is projected frequency of drought situations might be, what's the worst case scenario.

5. Have them look at steps that we should take to respond to a drought situation, what water sources in what order and what are the hurdles (drought management plan said J. Parisi) – Chairman Gardner said maybe the consultants can review and update the town's existing drought management plan.
6. Look at cost and rationale for developing new water sources.
7. Are there additional well heads that could be developed and what would the cost be?
8. Flat Ledge - verify capacity of area.
9. Determine percentage of water surplus to meet seasonable shortfalls, likely drought conditions and drastic emergency conditions.

Commissioner Reed said at the bottom of page 2 and top of 3, the consultant should look at existing water distribution system, then expansion of water distribution system to other parts of town. Should this be looked at now or should we be concentrating on our existing system. Director Parisi inquired if the town has a legal obligation to provide water for any new developments. Chairman Gardner stated that is why a proper build-out study for the town would be important to have. Director Parisi questioned how many more homes with easy access to the water tap, do we want to project out.

#### **8:55 PM Other Issues of Discussion:**

- Commissioner Sena recommended looking into repairing the cooling system in the Police Station conference room; it's noisy.
- Director Parisi stated that there is an energy program consumption database that the town could sign up for; he recommends enrolling; it needs the signature of the Commissioners to join.
- Director Parisi stated that the 400' radius for a conservation restriction for Deep Rock Well, Conservation Commission needs a signature and it needs to be notarized. Chairman Gardner recommended looking into the access issue before we put in a well.
- Commissioner Reed moved to recommend that the DPW Commissioners approve the use of CPA funds for the purchase of water shed land as proposed in Article T, seconded by Commissioner Sena, Vote: 3-0.
- Chairman Gardner said he spoke to Mike Hughes from the Finance Committee about the Long Beach sediment study. The Finance Committee initially didn't support it, but Mike Hughes would now like to be included in the development of specifications for the study and to understand the selection of the vendor. This doesn't mean oversight, but some involvement. Chairman Gardner said he spoke to John Ramsey from Applied Coastal, (he works closely with Coastal Zone Management).

**Next Meeting:** Wednesday, April 24, 2013, 7pm, Community Room at the Police Station

**9:06 PM** Commissioner Reed moved to adjourn, seconded by Commissioner Sena, Vote: 3-0.

Tickler list:

April, 2013	Sewer hookup priorities
April, 2013	Sewer use regulations
April, 2013	List of roads to be repaired
May, 2013	Water & Sewer rates
August, 2013	FY '15 Operational Budget review
September, 2013	FY '15 Capital budget review